



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, JANUARY 18, 2011

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, January 18, 2011, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 7:00 p.m. by Vice-Chairperson Charbonneau.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Vice-Chairperson Charbonneau.

2. Roll Call

Vice-Chairperson Charbonneau noted that Chairperson Burtnik and Trustees Fera and Nieuwesteeg asked to be excused from the Committee of the Whole Meeting of January 18, 2011.

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik			✓
Maurice Charbonneau	✓		
Frank Fera			✓
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg			✓
Ted O'Leary	✓		
Dino Sicoli	✓		
Student Trustees			
Shelby Levesque	✓		
Patrick Fowler	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Rob Ciarlo**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Khayyam Syne**, Administrator of Staff Development; **Mark Lefebvre**, Administrator of School Effectiveness; **Sherry Morena**, Recording Secretary/Administrative Assistant, Corporate Services & Communications

3. **Approval of the Agenda**

Moved by Trustee Burkholder

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of January 18, 2011, as presented.

CARRIED

4. **Disclosure of Interest**

No Disclosures of Interest were declared with any items on the agenda.

5. **Minutes of the Committee of the Whole Meeting of December 7, 2010**

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of December 7, 2010, as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. **Policy Committee**

1.1 **Unapproved Minutes**

Policy Committee Meeting – December 21, 2010

Moved by Trustee Burkholder

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of December 21, 2010, as amended to note Trustee Sicoli as a Policy Committee member and not Trustee Burkholder.

CARRIED

1.2 **Approval of Policies**

1.2.1 **Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2)**

Trustees discussed at length the Catholic Leadership: Principal and Vice-Principal Selection Policy, as recommended by the Policy Committee. Interest in having a Trustee representative on the Interview Committee was expressed.

Director Crocco provided information from the Ministry of Education, the School Board Governance Act, and the Ontario Catholic School Trustees' Association which supported the recommendation of the Policy Committee for the consideration of Trustees. Following a defeated vote on the motion to recommend approval to the Board, the Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2) will be referred the January Policy Committee meeting.

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2), as presented.

DEFEATED

1.2.2 Catholic School Councils Policy (800.1)

Moved by Trustee Burkholder

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Catholic School Councils Policy (800.1), as presented.

CARRIED

1.2.3 Complaint Resolution Policy (800.3)

Trustee Sicoli raised a question regarding the section of the Complaint Resolution Policy that refers to a complaint filed against the Director of Education, and Executive Council being in a position to determine if the appeal will be heard by the Board.

The Director of Education stated that in that situation, the Director would declare a conflict of interest with the matter and not participate in any decisions being made.

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Complaint Resolution Policy (800.3), as presented.

CARRIED

1.3 Policy Development Update

Director Crocco presented the Policy Development Update.

2. Niagara Catholic's Best Practice Submission Using Ontario Catholic School Graduate Expectations (OCSGE) for the Institute of Catholic Education

Yolanda Baldasaro, Superintendent of Education, welcomed Terri Pauco, Religious Education and Family Life Consultant, who presented the report on Niagara Catholic's Best Practice Submission Using Ontario Catholic School Graduate Expectations (OCSGE) for the Institute of Catholic Education.

Ms. Pauco stated that Catholic school boards in Ontario provided examples of best practices of the Ontario Catholic School Graduate Expectation to the Institute of Catholic Education (ICE). ICE reviewed and accepted two submissions for the Provincial Catholic Best Practice Collection – the Virtues Education Model Poster, *Becoming Beatitude People*, and the Religion – Literacy Mentor Text lesson template and lesson based on the picture book, *Coming Home* by Max Lucado.

3. Niagara Catholic Early Years to Grade 2 Collaborative Inquiry Update Student Achievement K-12

Mark Lefebvre, Administrator: School Effectiveness, introduced Kendall Cappellazzo, Early Years Primary Consultant, Jill Ferneyhough, Reading Recovery Teacher Leader, and Dana Sacco, FD-ELKP Literacy Coach. Ms. Cappellazzo presented the report on the Niagara Catholic Early Years to Grade 2 Collaborative Inquiry Update - Student Achievement K-12.

Ms. Cappellazzo stated that this Program focuses on reducing the gap between males and females through explicit reading strategy instruction.

4. **Student Voice Initiative**

Superintendent Baldasaro presented the report on the Student Voice Initiative. Trustees were informed that this Initiative is part of the Ministry of Education's engagement strategy to seek student input on what helps strengthen their engagement in learning and ensures all voices are heard.

5. **Catholic School Councils' Parent Reaching Out Grants 2010-2011**

Superintendent Forsyth-Sells presented the Catholic School Councils' Parent Reaching Out Grants 2010-2011 report. Trustees were informed that the Niagara Catholic District School Board has received PRO Grants for 32 schools to a total of \$28,493.00, and that as per the requirements of the PRO Grants, schools will complete their projects by June 30th, 2011 and will submit a report for the project by August 31st, 2011 to the Ministry of Education.

6. **Additional and Alterations to St. Mark Catholic Elementary School Awarding of Construction Contract**

James Woods, Controller of Plant, presented the report on the Additional and Alterations to St. Mark Catholic Elementary School – Awarding of Construction Contract.

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the award of a construction contract to Aldor Builders Limited, for the addition and alterations to St. Mark Catholic Elementary School.

CARRIED

7. **Staff Development Department Professional Development Opportunities**

Khayyam Syne, Administrator of Staff Development, presented the report on the Staff Development Department Professional Development Opportunities for information.

Mr. Syne informed Trustees that under the Ministry of Education's "Building Futures" Program, teachers are selected every year from across the province who are recent graduates of the new Teacher Induction Program (NTIP), to make presentations to College of Education Faculty and Teacher candidates on their teaching and interview experiences.

Andrew Chase, graduate of the Niagara Catholic District School Board, and currently a teacher at Saint Paul Catholic High School, gave a sample of his presentation to Trustees that he will be delivering at Brock University on Wednesday, January 19, 2011. He spoke of his many positive experiences as a student in the Niagara Catholic District School Board and how the exemplary educational and faith-based programs, along with dedicated teachers inspired him to become a Catholic school teacher.

8. **Establishment of an Audit Committee**

Larry Reich, Superintendent of Business and Financial Services, presented the report on the Establishment of an Audit Committee. Mr. Reich stated that the Ministry of Education requires the establishment of an Audit Committee by every school board in the Province of Ontario by January 31, 2011.

The composition of the Audit Committee is prescribed by Regulation 361/10 and is based on the number of trustees. The Niagara Catholic District School Board has eight (8) Trustees, and therefore, the Audit Committee of the Board will consist of five (5) members, including three (3) Board Trustees and two (2) persons who are not Board members.

Director Crocco informed Trustees that the advertisement for the two non-Board members are in two editions of all local newspapers and on the Board website.

9. Monthly Updates

9.1 Capital Projects Progress Report

James Woods, Controller of Plant, presented the Capital Projects Progress Report.

9.2 Student Trustees' Update

Shelby Levesque, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

9.3 Senior Staff Good News Update

Senior Staff highlights included:

Superintendent Baldasaro

- The 'Fatima Falcons' won First Place out of 55 teams from across Ontario in the Robot Performance Category of the Lego/Robotics Competition. The Competition was held in Oshawa on Saturday, January 15th, 2011.

Controller of Plant Woods

- St. Gabriel Catholic Elementary School won the 2010 Waste Free Lunch Challenge, which is a program sponsored by the Recycling Council of Ontario in partnership with Metro Ontario (Food Basics). A \$1,000 prize was received to be used for school based environmental projects.

Director of Education Crocco

- Trustees were provided with a promotional newspaper ad highlighting various aspects of the system. The ad was published in the local newspapers.
- Director Crocco spoke of the great success of the Niagara Catholic 1st Annual Baby Day.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – December 21, 2010

Director Crocco presented the Spotlight on Niagara Catholic – December 21, 2010 issue for Trustees' information.

1.2 Calendar of Events – January 2011

Director Crocco presented information on the Calendar of Events – January 2011.

1.3 January Board Meeting – Tuesday, January 25, 2011

Director Crocco reminded Trustees that the January Board Meeting will be held on Tuesday, January 25, 2011.

1.4 Bishop's Gala – January 28, 2011 – Club Italia

Director Crocco reminded Trustees of the 8th Annual Bishop's Gala being held on January 28, 2011 at Club Italia in Niagara Falls. Trustees were informed that tickets could be purchased through Sherry Morena, Corporate Services & Communications Department.

Trustees were informed that seating arrangements would be emailed to them a couple of days prior to the Gala and that photographs would be taken at 6:15 that evening in the foyer at Club Italia.

1.5 BEC - 2011 Annual Partners Breakfast - February 11, 2011 - 7:30 - 10:00 a.m.

Director Crocco presented information on the BEC - 2011 Annual Partners Breakfast – being held February 11, 2011 from 7:30 to 10:00 a.m. A table has been reserved for Trustees and Catholic Education Centre staff. Trustees were asked to confirm their attendance with Linda Marconi by Friday, January 21, 2011.

1.6 Trustee & Senior Staff Faith Formation Retreat – February 24, 2011

Director Crocco presented information on the Trustee & Senior Staff Faith Formation Retreat being held February 24, 2011 at 5:00 p.m. with Bishop Gerard Bergie.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

F. BUSINESS IN CAMERA

Moved by Trustee Burkholder

THAT the Committee of the Whole move into the In Camera Session.

CARRIED

The Committee of the Whole moved into the In Camera Session of the Meeting at 8:40 p.m. and reconvened at 8:55 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Burkholder

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of January 18, 2011.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Sicoli

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section A: Student Trustees Present held on November 9, 2010, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee MacNeil

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on November 9, 2010. as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee Burkholder

THAT the January 18, 2011 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 9:00 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **January 18, 2011.**

Approved on the **8th** day of **February 2011.**

Maurice Charbonneau
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary-Treasurer